

Retirement Board Meeting
Town Hall – Annex Meeting Room
Tuesday July 26, 2022
9:00 AM

AGENDA

1. **Minutes:** June 28, 2022 Retirement Board meeting minutes for review and approval.

BOARD MOVE to approve the minutes of the June 28, 2022 Retirement Board meeting.

2. **Contributory Retirement Warrant:** approve July 2022 Warrant #7, dated July 29, 2022, in the amount of \$333,539.68.

BOARD MOVE to approve July 2022 Warrant #7, dated July 29, 2022, in the amount of \$333,539.68.

3. **Contributory Retirement Warrant:** approve July Warrant #7A, dated July 20, 2022, in the amount of \$2,300,000.00 to transfer funds from Greenfield Co-operative Bank to MA PRIM.

BOARD MOVE to approve July 2022 Warrant #7A, dated July 20, 2022, in the amount of \$2,300,000.00.

4. **New Members:** approve new members listed below:

Luke Timberlake, TWN, Airport Operations Manager, effective 7/1/2022
Molly Brooks, GMRSD, Food Service Director, effective 6/22/2022
Riley Watroba, TFFD, Water Operator, effective 7/11/2022
William J Doyle, TFFD, Probationary FF, effective 6/20/2022
Albert Millett, TWN, Custodian, effective 7/11/2022

BOARD MOVE to approve new members listed above.

5. **AS Refund:** Paul Emery, TWN, TFFD, Elected Official, Board of Assessors, 5/20/1996 – 5/16/2011, 15 years, 4 months, in the amount of \$6,337.53.

BOARD MOVE to approve annuity savings refund for Paul Emery, TWN, TFFD, Elected Official, Board of Assessors, 5/20/1996 – 5/16/2011, 15 years, 4 months, in the amount of \$6,337.53

6. **Travel Expenses:** approve travel expenses for Board and Staff to attend PERAC Administrator Training in Northampton on August 24, 2022.

BOARD MOVE to approve travel expenses for Board and Staff to attend PERAC Administrator Training in Northampton on August 24, 2022.

7. Travel Expenses and Conference Fees: approve travel expenses and conference fees for Board and Staff to attend the MACRS conference in Springfield October 3-5, 2022.

BOARD MOVE to approve approve travel expenses and conference fees for Board and Staff to attend the MACRS conference in Springfield October 3-5, 2022.

8. Discussion: Update regarding retirement office relocation, if needed. (outside door to be added to alarm system? Furniture – desk, table and file cabinets are ok to keep, another cabinet might be needed since the built-ins will be lost, water cooler as there is no water fountain on the ground floor)

9. Reminder: Administrator Deb Underhill has been called for Jury Duty on 7/28/2022.

10. Financial Statements: Board review June 2022 financial statements, containing the following documents, if available:

Cash Receipts Report	Bank Statements	Monthly Trial Balance
Cash Disbursement Report	Bank Reconciliation	Y-T-D Trial Balance
Adjustments Report	PRIT Statements	Monthly General Ledger
Supplementary Schedule	PRIT Reconciliation	Y-T-D Budget

Topics not anticipated covered in the 48 hour posting requirement.

**Upcoming Meetings: Tuesday, August 23, 2022 at 10 AM – PRIM Update
Tuesday, September 27, 2022 at 9 AM**

Meeting Materials:
Agenda, July 26, 2022
July 29, 2022 Warrant #7, with associated documents
July 20, 2022 Warrant #7A
June 28, 2022 Minutes
June 2022 Financial Reports, if available